



United States Department of the Interior

OFFICE OF THE SECRETARY
Washington, D.C. 20240

FEB 3 1995

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PERSONNEL MANAGEMENT LETTER NO. 95-5 (430)

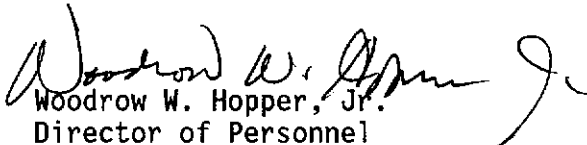
SUBJECT: Department of the Interior (DOI) Performance Management System

In keeping with the Department's National Performance Review objective of streamlining the performance management process, the Department has established a long-term objective of implementing a new two-level departmentwide performance management system. The new system will be implemented once the Office of Personnel Management (OPM) issues final new performance management regulations.

On January 27, OPM issued its proposed new performance management regulations with a 60-day comment period. Following the incorporation of comments, OPM will issue the final regulations, which will become effective 30 days after issuance. As soon as the final regulations are issued, the Department will request OPM approval of a new two-level DOI performance management system. The new system will be implemented upon receipt of OPM approval.

In the meantime, the Department is requesting OPM approval to amend its current performance management system to allow bureaus to use either a five-level summary rating or a three-level summary rating until the Department's new two-level system can be implemented. During this interim period, bureaus may continue to use their existing five-level performance management system or change to a three-level system. Bureaus are reminded of their union management obligation in changing to a three-level performance management system.

Bureaus that wish to change to a three-level system should submit to the Director of Personnel for approval a revision of their current performance management system incorporating a three-level summary rating. The Department will review the plan, discuss any areas of question or concern with the appropriate bureau representative, and provide a written approval to the bureau.


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Director of Personnel

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